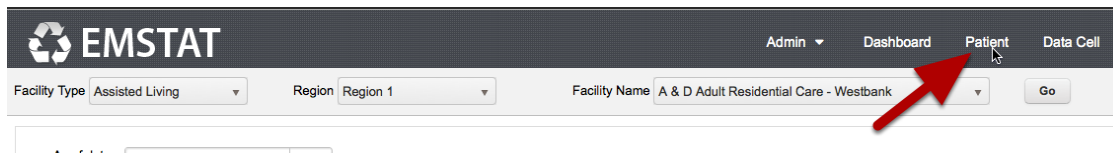


Introduction

MStat 2 is has an entirely new patient evacuation module for nursing homes and other non-hospital facilities. The process is simple:

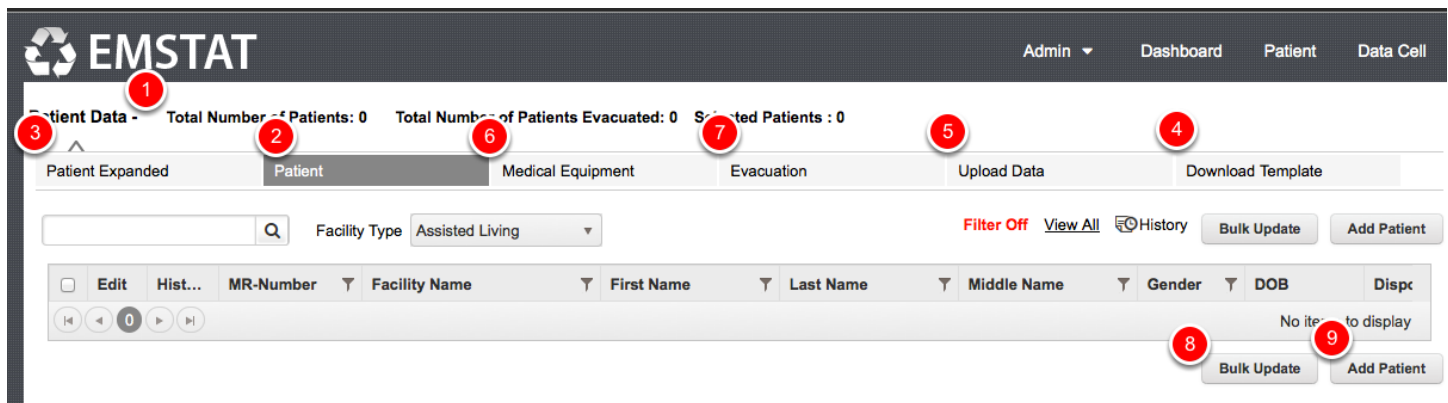
1. Get your patient or resident list into a simple Excel template that can be downloaded from MStat
2. Ensure that you have the basic required data elements and upload the spreadsheet into MStat.
3. You have options to update or replace patient/resident data already in MStat
4. You can manage groups of persons at once using a powerful Bulk Edit function

The Patient Template



Once logged in to EMSTAT, click the "Patient" link on the main page.

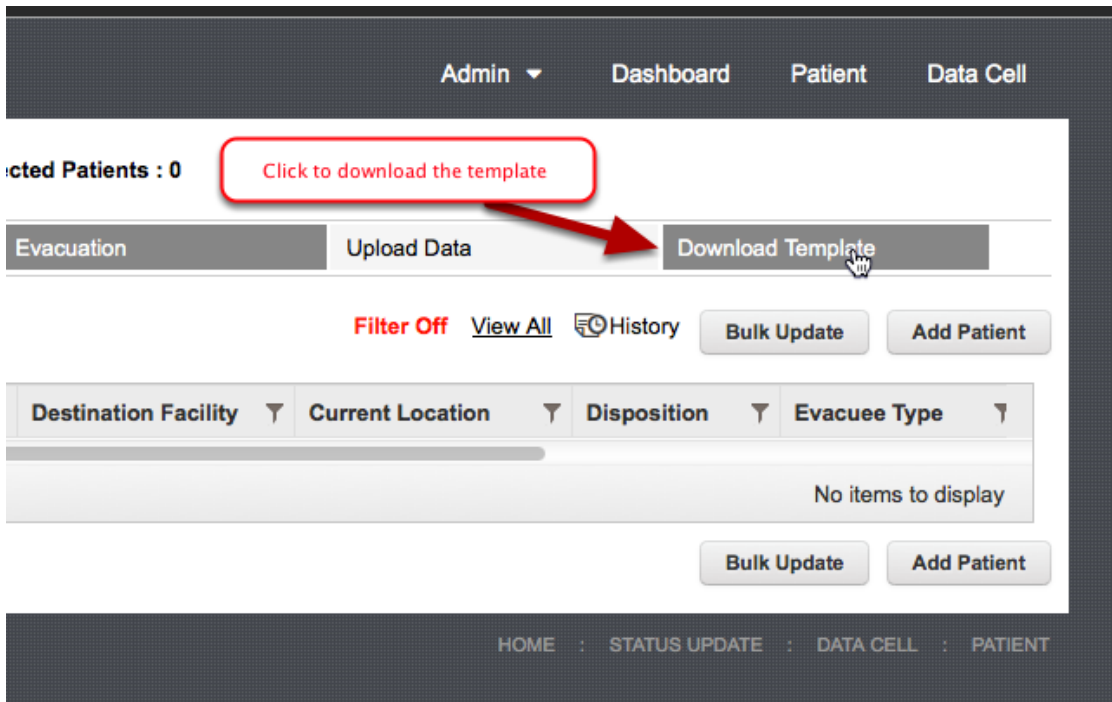
Elements of the Patient View



The basic elements of the Patient Data view include:

1. Along the top of the page, the view lists summary numbers of patients/residents by disposition
2. The highlighted tab is the current view showing the basic data elements for each person- Patient
3. The Patients Expanded view shows additional data elements for each person
4. Click the Download Template to get an empty Excel template
5. Once you have your residents in the template, you can upload them in this view
6. The Medical Equipment view lets you indicate whether your resident is on a ventilator or other medical devices
7. The Evacuation tab lets you "move" residents to various locations during an evacuation
8. The Bulk Update function lets you perform critical actions such as changing locations on groups of residents.
9. Finally, a facility can add a patients one at a time if needed.

The Download Template



Clicking the "Download Template" button automatically downloads a blank template to your local computer. The template is named "NH_Patients_Upload-Template.xls"

The template data elements are listed below:

Field Name	Mandatory	Allowed Values
LastName	Yes	text
FirstName	Yes	text
MiddleName	No	text
MRNumber	Yes	text
Gender	Yes	(Unknown, Male, Female)
DOB	No	Date
VentilatorDependent	No	(1,0) 1= Yes; 0 = No
OxygenDependent	No	(1,0) 1= Yes; 0 = No
OtherElectricalDeviceDependent	No	(1,0) 1= Yes; 0 = No
Disposition	No	(In Facility, On Leave, Deceased, In Hospital, Evacuated)
EvacueeType	No	(Staff, Patient, Guest, Shelteree)
TransportationTraiage	No	(Red, Yellow, Green)

Note there are 4 mandatory fields for a successful upload.

Entering Sample Data

	A	B	C	D	E	F	G	
1	LastName	FirstName	MiddleName	MRNumber	Gender	DOB	VentilatorDependent	Oxy
2	text	text	text	text	('Unknown','Male','Female')	date	('1','0')	('1','
3	Yennie	Henry		444333aa	Male			
4	Prats	Rosanne		45454ffdd	Female			
5	Tietje	Malcolm		5675BAB	Male			
6								
7								
8								
9								
10								

Only mandatory data is included here

In this example, we have populated a few persons in the template.

Uploading the Spreadsheet

Selected Patients : 0

Evacuation Upload Data Download Template

Filter Off View All History Bulk Update

ty Destination Facility Current Location Disposition Evacuee Ty

No items to

Bulk Update

In this step, we take the spreadsheet prepared in the last step and upload it to the system. We start by clicking the "Upload Data" tab.

The Upload Data Page

Upload Patient Data:

Facility Type: Assisted Living

Region: Region 1

Facility Name: A & D Adult Residential Care - ...

Choose Options: Replace Current Patients Add / Update Patients Delete Patients

Upload File: Select...

On this page, we start the process by choosing from one of three options:

1. Completely replace the list currently in the system
2. Add or update the list with patients in the spreadsheet
3. Delete the patients currently in the system.

In this example, we will choose "Add/Update Patients"

We will then click "Select" to find the template file with our patient data.

Uploading the Patient File

Upload Patient Data:

Facility Type: Assisted Living

Region: Region 1

Facility Name: A & D Adult Residential Care - ...

Choose Options: Replace Current Patients Add / Update Patients Delete Patients

Upload File: Select...

NH_Patients_Upload-Template(...)

Upload files

Once we locate the file, we click the "Upload Files" button.

Evaluating the Results

The results of the upload are shown below. In this example, we had success!

Total No of Records : 3 Total No of Records Updated : 3 Total No of Records Failed: 0

If you are successful, you will get a view similar to that shown above.

If there were errors, you would get a count of the "Total No of Records Failed" along with a listing of the errors.

Viewing our Patients

Patient Data - Total Number of Patients: 3 Total Number of Patients Evacuated: 3 Selected Patients : 0

Facility Type: Assisted Living

MR-Number	Facility Name	First Name	Last Name	Middle Name	Gender	DOB	Dispc
444333aa	A & D Adult Residential Care - Westbank	Henry	Yennie		Male		In Facilit
45454ffdd	A & D Adult Residential Care - Westbank	Rosanne	Prats		Female		In Facilit
5675BAB	A & D Adult Residential Care - Westbank	Malcolm	Tietje		Male		In Facilit

1 - 3 of 3 items

Once the upload is complete, you can view the imported patients by clicking on one of the view tabs. The view shown above is the "Patients" view

Bulk Update Function

Click the checkmark to include in the Bulk Update action.

MR-Number	First Name	Last Name	Org Facility	Destination Facility	Current Location	Disposition	Evacuee Type
444333aa	Henry	Yennie	A & D Adult Residential Care - Westbank			In Facility	Patient
45454ffdd	Rosanne	Prats	A & D Adult Residential Care - Westbank			In Facility	Patient
5675BAB	Malcolm	Tietje	A & D Adult Residential Care - Westbank			In Facility	Patient

1 - 3 of 3 items

In this example, we will select two patients to update. We first select them by clicking the check box next to their names and then clicking the "Bulk Update" button.

Bulk Update Actions

Bulk Update - Medical Evacuation Data

The screenshot shows the 'Bulk Update' form with a dropdown menu open for the 'Disposition' field. The menu lists options: --Select--, In Facility, On Leave, Deceased, Discharged, In Hospital, and Evacuated. The 'Evacuee Type' dropdown is set to --Select--.

In this view, you can alter any one of the appropriate fields. Here we select Disposition and make a change.

Making the Change

This screenshot shows the 'Bulk Update' form with annotations. A red box labeled '1' points to the 'On Leave' selection in the 'Disposition' dropdown, with the text 'Select the new Disposition'. Another red box labeled '2' points to the 'Update' button, with the text 'Click "Update"'. The form also shows 'Evacuee Type' as --Select-- and 'Update' and 'Back' buttons.

Once a selection is made, click "Update".

Viewing The Bulk Update Results

The screenshot shows the 'Patient Data' table with the following data:

Facility Name	First Name	Last Name	Middle Name	Gender	DOB	Disposition
A & D Adult Residential Care - Westbank	Henry	Yennie		Female		On Leave
A & D Adult Westbank				Female		On Leave

Annotations include a red box labeled '1' pointing to the 'Filter On' message, and a red box labeled '2' pointing to the 'View All' link. A text box says: 'Also note the "Filter On" message. In order to view all patients, click the "View All" link.'

If we go back to "Patient", we can see the result of our Bulk Update.

Viewing All Persons

Patient Data - Total Number of Patients: 3 Total Number of Patients Evacuated: 1 Selected Patients : 0

[Patient Expanded](#)
[Patient](#)
[Medical Equipment](#)
[Evacuation](#)
[Upload Data](#)
[Download Template](#)

Facility Type Assisted Living

<input type="checkbox"/>	Edit	Hist...	MR-Number	Facility Name	First Name	Last Name	Middle Name	Gender	DOB
			Henry	Yennie		Male		On Leave	Patient
			Rosanne	Prats		Female		On Leave	Patient
			Malcolm	Tietje		Male		In Facility	Patient

After clicking the "View All" link, we can see all persons in our system. We can now perform other bulk update functions as dictated by our evacuation progress.

Also note that at any time you can export your patients and their data to Excel.

Conclusion

This has been a high level overview of the Patient management function. As you experiment with this feature, you will notice error messages if you don't make proper choices in the process.

We will add details to this guide over the coming months, so stay tuned!